

DCC Capital Facilities Grant Application - USL2011

Applicant Leila Andrews
Applicant ID APP-09162
Address: Helper City Library
19 S Main St
Helper, UT 84526-1533
Application Status: Submitted

Application Sections

Project Description

Question: Project Description and Expected Results (Each application should state clearly what is proposed, why it is to be undertaken, what the expected results will be, and what the public benefit will be.)

Response: The capital development project will add 8.3ft x 15ft (124.5 sq. ft.) of Storage Space to the library. This will allow for the safe storage of library and project materials in one place. It will also add more book shelves to all areas of the library and make more books available to the public. The blinds will allow plenty of light to come into the library and at the same time keep the heat of the day out, while enhancing the library's appearance. The security cameras and other items are for the protection of the patrons as well as the staff. All of these projected improvements will make the library more comfortable and easier to utilize for all community members who come to the library.

Question: Partnerships (Please list community supporters, funding agents, sponsorships, strategic alliances; applicants may attach up to five Letters of Support.)

Response: Helper City Municipal Corporation \$1050

Friends of the Library \$500

Helper Library Board of Directors \$500

Question: Plan of work (Outline your plan of work, include what steps are planned with specific dates and activities. Include beginning date, completion date, and source of operation and maintenance funding.)

Response: March 1, 2012 a partial wall will be removed, and storage area will be cleaned up. Then Concrete filler will be spread in the areas of the concrete floor that need repair. Then painting of the walls and the bottom side of the stairs that make up the storage area. Once this is completed then wiring will be done to put more lighting in the storage area. (At this time there is only one light bulb that lights up the entrance and into the area a few feet.) Once this is all completed (3-4 days for drying time, etc) carpet will be installed then cabinets will be set up and installed. Shelving will be set up and installed in the main library areas as it arrives, as will other items. All work should be completed within a week (by March 8, 2012) and the library will not have to be closed during this time.

Attachments

Question: Attachment: Budget Spreadsheet

Response:

[Project Budget.xlsx](#) (Fri May 27 04:50:47 GMT 2011)

[Helper City Library Board of Directors.wps](#) (Fri May 27 03:37:46 GMT 2011)

[Attachment 1.xlsx](#) (Fri May 27 02:52:30 GMT 2011)

Question: Attachments: (list the attached supporting documents)

Response: Helper City Library Board of Directors
Itemized Capital Improvements
Organizational Chart
Project Budget

Project Budget

Question: Materials and Equipment \$ Amount (from spreadsheet worksheet)

Response: \$338.00

Question: Capital Improvements \$ Amount (from spreadsheet worksheet)

Response: See Attachment 1

Question: Supplies \$ Amount (from spreadsheet worksheet)

Response: \$200.00

Question: Personnel \$ Amount (from spreadsheet worksheet)

Response: \$2,050.00

Question: Other Expenses \$ Amount (from spreadsheet worksheet)

Response: none

Question: TOTALS \$ (of above items)

Response: \$19,058.50

Question: GRANT REQUEST AMOUNT \$

Response: \$16,470.50

Question: OTHER FUNDING SOURCES \$ Amount (from spreadsheet worksheet)

Response: \$2,588.00

Question: TOTAL PROJECT BUDGET \$ (sum of Grant Request and Other Funding Sources)

Response: \$19,058.50

Applicant Information

Question: Organization Name

Response: Helper City Library

Question: Federal ID Number

Response: UT0016

Question: Project Contact's Name & Title

Response: Leila Andrews Library Director

Question: Address

Response: 19 S Main St

Question: City

Response: Helper

Question: State

Response: UT

Question: ZIP

Response: 84526-1533

Question: Phone

Response: (435) 472-5601

Question: FAX

Response: (435) 472-3064

Question: E-Mail

Response: HelperLibrary@mail.HelperCity.net

Question: Project Start Date

Response: March 1, 2012

Question: Project End Date

Response: March 8, 2012

Question: Project Title (less than 10 words)

Response: Helper City Library Storage Closet Repair and Organizing

Question: Main Goals (state goals in one or two sentences)

Response: To cleanup, repair, add lighting and fit closet for storage use. We will also be adding shelving and security to library.

Question: Funding Sources (From complete detailed budget page)

Response: Public Works 1,050

Volunteer 1,000

Question: Grant Request Amount \$

Response: 16,470.50

Question: Other Funding Resources Amount \$ (grants, private/public donations, etc.)

Response: 2,588

Question: TOTAL BUDGET \$

Response: 19,058.50

Question: Name of Executive Officer & Title (person responsible for the project and this application)

Response: Brandon Wise, Helper City Councilmember, Executive Director, Helper City Library

Brandon Wise 5/28/2011

Question: Date of Application

Response: May 27, 2011

May 27, 2011

To Whom It May Concern:

Thank you so much for the assistance you gave in processing our last grant application. Although no funds were allocated we still appreciate your time and effort.

Our last grant application was intended to assist us in furnishing a 50% expansion of our library into a room that had been receiving very limited use. Although no grant money was received we saw no reason not to go ahead with the project and with the help of the library staff, library Board, Helper Public Works, and several volunteers we did just that and re-opened the library in February 2011 after being closed for two weeks. We made do with the furniture we already had on hand with the exception of one round table that I had in storage. We have received very favorable comments about the expanded computer section and children's area along with a new reading lounge and overall improved layout.

The expansion of the library has not altered the crowded condition of our bookshelves or the lack of privacy at our elbow-to-elbow computer terminals. Also, we have more than doubled the number of our windows, all without blinds or drapes and facing the morning sun.

A security problem facing our library staff is the L-shaped design of our library. With the Librarian's desk being in the short leg of the L along with the patron computers and the front door, and a wall between the short and long legs of the L precludes the librarian from seeing anything in the children's, juvenile, young adult, adult Fiction and the lounge areas.

We have created a doorway into an unused closet next to the library that we intend to paint, carpet and install shelving in as the library has basically zero storage space.

The items we've listed in our grant application deal with helping us solve these problems. Any assistance you are able to give will be greatly appreciated and help make the Helper City Library an even better resource for our community.

Thank You Very Much

A handwritten signature in cursive script that reads "Mark Wickman".

Mark Wickman

lea

Attachment 1

Helper City Library Storage Closet Repair and Organizing		
Quantity	Item	Total
1	Computer Destk	3031.3
3	84" Double Shelving Units	6465.76
2	78" Single Shelving Units	2807.2
10	Blinds for 10 Windows	2049.97
2	Small Storage Cabinets (36 x 18 x 42)	384.78
1	Large Storage Cabinet (36 x 18 x 72)	278.3
1	Book Cart	290.4
1	Step Stool	69.3
1	Security Camera (4 Camera Quad System)	531.18
1	Door Alarm	79.95
1	Sign	22.41
1	Fire Extinguisher	59.95
1	Carpet (8.3' x 15')	400
Total		16470.5

Section III: Project Budget

PROJECT EXPENDITURE OF CASH OR THE VALUE OF IN-KIND SERVICES	Grant Funds	Cash Match	In-Kind Match	Total
Materials and equipment (Itemize)				
Paint (\$123.00)				
Lumber (\$100.00)				
Miscellaneous Hardware (Screws, nails, etc.) (\$50.00)				
Wiring (\$50.00)				
Concrete Filler (\$15.00)				
Total				338.00
Capital Improvements (Itemize)				
See Attachment 1				
Total				16,470.50
Supplies				
Tools, Debris Removal				
Total				200.00
Personnel - Labor, volunteer, contracted, professional and technical service				
Public Works Labor				1,050.00
Volunteer Labor				1,000.00
Total				2,050.00
Other Expenses				
Totals				19,058.50

Funding Sources (From Complete Detailed Budget Page)	
Grant Request	16,470.50
Other Funding Sources - specify type and source (grants, private donations, public donations)	2,588.00
TOTAL BUDGET	19,058.50

Organizational Chart

Executive Director Helper City Library (Brandon Wise)
Library Board of Directors
Library Director (Leila Andrews)

Helper City Library Board of Directors

1. Brandon Wise City Councilmember, Executive Director Helper City Library
2. Mark Wickman Chair
3. Joy Bradley Vice Chair
4. Michelle Goldsmith
5. Sandra Diamenti
6. Marcie Tallerico

HELPER MUNICIPAL CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2011

GENERAL FUND					
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY</u>					
10-63-11 PERMANENT EMPLOYEES	15,948.08	15,948.08	23,000.00	7,051.92	69.3
10-63-13 EMPLOYEE BENEFITS	7,122.48	7,122.48	2,000.00	(5,122.48)	356.1
10-63-21 BOOK, SUBSCRIPT & MEMBERSHIP	2,151.54	2,151.54	3,000.00	848.46	71.7
10-63-22 PUBLIC NOTICES	.00	.00	100.00	100.00	.0
10-63-23 TRAVEL	38.00	38.00	200.00	162.00	19.0
10-63-24 OFFICE EXPENSE & SUPPLIES	774.93	774.93	1,000.00	225.07	77.5
10-63-25 EQUIP-SUPPLIES & MAINTENANCE	63.01	63.01	1,000.00	936.99	6.3
10-63-26 BLDG & GROUNDS-SUPPL & MAINT	.00	.00	.00	.00	.0
10-63-28 TELEPHONE	916.44	916.44	1,200.00	283.56	76.4
10-63-31 PROFESSIONAL & TECH	.00	.00	5,000.00	5,000.00	.0
10-63-33 EDUCATION	.00	.00	.00	.00	.0
10-63-51 INSURANCE	2,000.00	2,000.00	2,000.00	.00	100.0
10-63-74 PURCHASES OF EQUIPMENT	.00	.00	.00	.00	.0
10-63-76 GRANT CLEF	3,505.48	3,505.48	4,000.00	494.52	87.6
TOTAL LIBRARY	32,519.96	32,519.96	42,500.00	9,980.04	76.5
TOTAL FUND EXPENDITURES	32,519.96	32,519.96	42,500.00	9,980.04	76.5
NET REVENUE OVER EXPENDITURES	(29,909.36)	(29,909.36)	(35,300.00)	(5,390.64)	(84.7)